



# South Central Public Health District

Prevent. Promote. Protect.

## LAND DEVELOPMENT SUBDIVISION APPLICATION

Bellevue Office  
117 E. Ash Street  
Bellevue, ID 83313  
788-4335

Burley Office  
2311 Parke Ave. Unit 4, Ste. 4  
Burley, ID 83318  
678-8221

Gooding Office  
145 7th Ave. E.  
Gooding, ID 83330  
934-4477

Jerome Office  
951 E Ave. H  
Jerome, ID 83338  
324-8838

Rupert Office  
1218 9th St, Ste. 15  
Rupert, ID 83350  
436-7185

Twin Falls Office  
1020 Washington St. N.  
Twin Falls, ID 83301  
737-5900

**Fees: Non-municipal \$120 per lot total; \$30.00 per lot proposal review fee**  
**All fees are non-refundable**

**Municipal - \$50.00 per plat**

<b>Program: 726</b>	<b>Sub Program:</b>	<b>241 – Residential</b>	<b>242 – Non-residential</b>
TOTAL FEE:		RECEIPT #	DATE:
PROPOSAL FEE:		RECEIPT #	DATE:
BALANCE DUE (total minus proposal fee):		RECEIPT #	DATE:
NAME OF SUBDIVISION: _____ SUBDIVISION # _____			
PROPERTY LOCATION: Township _____ Range _____ Section _____ Quarter Section _____			
GRID LOCATION: _____ PARCEL # _____ RP _____			
City: _____ State: _____ Zip: _____			
Name of Applicant: _____ Phone: _____			
Mailing Address: _____ City: _____ State: _____ Zip: _____			
Engineering Firm Name: _____ Phone: _____			
Mailing Address: _____ City: _____ State: _____ Zip: _____			
Engineer Name: _____ License # _____			
Surveyor Name: _____ Phone: _____ License # _____			
<b>Type of Plat:</b>	Residential	Commercial	Industrial
<b>Location:</b>	City _____	County _____	City Impact _____
<b>Total Acres:</b>	_____	Proposed # of Lots: _____	Final # of lots _____
<b>Sewage Disposal:</b>	Private	Community	Municipal
<b>Water:</b>	Private	Community	Municipal
Applicant Signature: _____		Date: _____	
****FOR OFFICIAL USE ONLY****			
<b>SANITARY RESTRICTIONS:</b>		<b>ARE IN FORCE</b>	<b>HAVE BEEN SATISFIED</b>
Approved by: _____		Date: _____	
REHS Signature			



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### Municipal sewage disposal systems requirements, as per Idaho Code 39-119; Title 50, Chapter 13:

1. Submit the completed Land Development Application (page 1)
2. Provide an engineering approval letter from DEQ if required
3. Provide a "Will Serve" letter from the municipality
4. Provide a Mylar plat with the appropriate DEQ Health Certificate on the face of it
5. Provide an 8.5" x 11" or 11" x 17" hard copy of the plat for the SCPHD files

This Health Certificate is to be used for subdivisions with community and municipal water and sewer systems to satisfy sanitary restrictions.

#### HEALTH CERTIFICATE

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied based on the DEQ approval of the design plans and specifications and the conditions imposed on the developer for continued satisfaction of the sanitary restrictions. Buyer is cautioned that at the time of this approval, no drinking water or sewer/septic facilities were constructed. Building construction can be allowed with appropriate building permits if drinking water or sewer facilities have since been constructed or if the developer is simultaneously constructing those facilities. If the developer fails to construct facilities or meet the other conditions of DEQ, then sanitary restrictions may be reimposed, in accordance with Section 50-1326, Idaho Code, by the issuance of a certificate of disapproval, and no construction of any building or shelter requiring drinking water or sewer/septic facilities shall be allowed.

\_\_\_\_\_  
REHS, South Central Public Health District

\_\_\_\_\_  
Date



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**Instructions for subdivisions with subsurface sewage disposal systems that applies to all counties within South Central Public Health District:** It is the land developer's responsibility to furnish SCPHD with the necessary information to satisfy the intent of Idaho Code Title 50 Chapter 13 for the removal of sanitary restrictions.

The application and reports are to be completed and certified by an Idaho licensed professional engineer. Final plats are to be prepared by an Idaho licensed professional land surveyor.

Failure to complete all information as requested, or if in the opinion of SCPHD any aspect of the proposed development has the potential to cause increased risk to public health or degradation of the environment shall be cause for SCPHD to deny the removal of sanitary restrictions.

### Steps for developing Property:

**1. Schedule a meeting with the SCPHD Registered Environmental Health Specialist (REHS) to present your proposal. \***

#### Proposal meeting requirements:

Please bring the following to the meeting:

- The completed application form (page 1) along with a minimum of \$30.00 per lot proposal review fee. The balance of \$90 per lot will be required at the time the preliminary plat and the completed land development report is submitted to SCPHD. (item 5 below)
- A map showing the proposed subdivision
- An aerial or satellite map of the proposed subdivision with at least a ¼ mile area around the subdivision boundaries. (This is to find suitable locations for water samples near the proposed subdivision)

At the meeting the REHS will help you determine the following:

- Number and location of test holes needed on the property
- Direction of groundwater flow in the area of the proposal
- Number and location of required water samples in the area of the subdivision
- Other items as needed or requested

**\*Note: Also contact the county or city jurisdiction where the proposed subdivision is located and begin working on their requirements simultaneously with these requirements.**

**2. Dig test holes and schedule test hole inspections with the REHS.** The test hole log is to be submitted to the SCPHD REHS.

**3. Take water samples.** Water samples are to be taken by the engineers, submitted to a Laboratory certified by the State of Idaho, and nitrate results reported to the SCPHD REHS.

**4. Preliminary review by the SCPHD REHS.** After reviewing the test hole logs, the water sample results and the preliminary plat the REHS will determine whether a Nutrient Pathogen Study is needed, the minimum type of septic systems required, minimum lot sizes required, and if more water samples or test holes will be needed.

**5. Prepare and turn in a completed Land Development Report with a Preliminary plat to SCPHD** and pay the balance of the fees. *This information should be attached together in a report form in the order shown below. A CD may also be submitted with the report.*

**6. After reviewing the completed Land Development Report the SCPHD REHS** will send an approval letter to the developer if the report and preliminary plat meet all requirements. A copy will be



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sent to the City or County Planning and Zoning administrator. (Some Cities and Counties are requiring this letter before they will schedule the public hearing.)

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### The applicant must submit the following in the Land Development Report:

1. **Application form and fees** – Completely fill out the application form and submit with fees.
2. **Preliminary Plat and an informational plat map** showing all items as requested on the attached check list (page 6). The preliminary plat and the informational plat map must be no less than 18 inches by 27 inches (size required by Idaho code section 50-1304 for “plats offered for record”). After approval of the subdivision please submit a copy of the final signed and recorded plat.
3. **Test hole log, with soil profiles and descriptions**

Subdivision Name:

Date:

Test hole #	Depth log and soil type	Proposed septic system type	GPS location, If required by the REHS
1			
2			
3			

- Generally test holes should be dug to a maximum of 8 feet deep, or until a limiting layer is encountered. Sand may require 10 foot test holes, check with the REHS.
  - Log the soil depth, profile, and soil texture for each hole
  - **Mark the test hole locations on the informational plat map. Log in the proposed septic system type based on soil depth and type (use the Idaho TGM for help and SCPHD’s Nutrient Pathogen Studies, Policy .885). If required by the SCPHD REHS log the GPS location of each test hole**
  - Document the soil type by using NRCS maps and/or texturing. If soil type variation from the NRCS maps is encountered then texturing some soil samples is required.
  - Please notify us when holes are to be dug to schedule a site visit. We will let you know at the time of the site visit if additional test holes are needed
4. **NRCS soil maps and soil descriptions of the property** – Please include a copy of the NRCS Soil maps and Soil descriptions of the area in your report. This information can be found on the web. See resources from the web last page of document.
  5. **Map of groundwater directional flow and location of wells that are approved for the water samples** – SCPHD policy .885 now requires water tests for nitrates in the surrounding area of all proposed subdivisions with five or more lots.
    - The policy requires four or more samples from wells as close as possible to the development. If possible obtain two or more samples up gradient and two or more samples down gradient of the subdivision in the directional flow of the aquifer
    - **Prior to sampling** the water sample locations are to be pre-approved by the SCPHD REHS
    - Water samples are to be taken by the consulting engineering firm, not the property developer
    - Water samples are used to help determine if a nutrient pathogen study will be required for the subdivision. See Nutrient Pathogen Policy .885 on SCPHD website\* (see page 10)
    - Include in the report a copy of a satellite or topographical map of the subdivision area with an arrow showing ground water directional flow. Mark the location of the wells where nitrate water samples were taken



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- DEQ has prepared potentiometric maps of some of the areas in our district showing direction of ground water flow. Please contact our office or DEQ to obtain copies of the maps
- If it is determined that a Nutrient Pathogen Study is required, it can be turned in separate from this report. The final approval letter for the subdivision cannot be written until after the results of the Nutrient Pathogen Study and DEQ's comment letter have been received

- 6. Water sample results for nitrates** – Water sample results for nitrate are to be entered into a table (shown below) that is to be attached to the water directional flow map. Include copies of the **laboratory reports** of the Nitrate tests for the water samples with the **chain of custody forms** from the lab for each sample. Please include the GPS location of each water sample.

**Date of samples:** (Use WGS 84 datum or specify what datum was used.)

Well tag number	Address of well	GPS location: Latitude (N) DD.ddd Longitude (W) DD.ddd		Nitrate results (ppm)

Please attach this table to the map showing the approved water sample locations

- 7. Nutrient pathogen study.** If it is determined that this is needed.
- 8. Correspondence** – Any correspondence from agencies or individuals that pertain to this subdivision application.
- 9. Checklist** – Page 6
- 10. Other** – any other information that may be needed as determined on a case by case basis.



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**Subdivision Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Checklist** – This checklist serves as a guide for the items needed for approval. As items are included in the report, check them on this list. If an item does not apply check the NA box and include a short note as to why it does not apply in your report referencing the number on the checklist.

#	Item	YES	NA	SCPHD use
1	<b>Application</b> - Complete			
2	<b>Fees enclosed</b> \$30 per lot for application proposal, or			
3	\$120/per lot for complete application and preliminary plat			
	<b>Informational Plat Map</b>			
4	Topographic - showing 5 ft. contours			
5	<b>1 acre-minimum sized lots</b>			
6	1.5 acre lots for evapotranspiration systems			
7	Proposed lot lines shown			
8	All easements and proposed encroachments shown			
9	Show location on the plat of any underground pipelines or utilities			
10	Drainage or run-off areas, or problem drainage areas			
11	Location of wells and septic systems marked on map if required by REHS			
12	Existing wells within 100 feet of the development shown			
13	Existing drainfields within 100 feet of the development shown			
14	Surface water, streams lakes , ponds, within 300 ft. of development shown			
15	Ditches and canals within 50ft. of development shown			
16	Spring discharges shown			
17	Show locations of any injection wells, underground seepage tunnels, tiles, or similar features on the property. (Check with ID Dept of Water Resources and Canal Companies)			
18	100 year flood plain shown			
19	State whether or not wet areas have been designated as wetlands by the Army Corps of Engineers or a consultant that is approved to designate wetlands. Show wetlands on the informational plat map			
20	Rock outcrops shown			
21	Areas exceeding 20% slope color coded			
22	Street addresses on lots			
23	Copy of final recorded Mylar plat			
	<b>Test Holes</b>			
24	Depth logs and soil profiles			
25	Soil types recorded			
26	Test hole locations shown on informational plat map			
27	NRCS soil map included			
28	NRCS soil descriptions included			
29	Determine the level and duration of the normal high ground water.			
30	State the soils maximum application rate as per TGM			
	<b>Subsurface Sewage Disposal Systems (individual)</b>			
31	Type of systems proposed for each lot			
32	Adequate approved area for primary and replacement systems			



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	<b>Level 1 Nutrient Pathogen Study</b> (as required per policy .885)			
33	Nutrient pathogen study report enclosed			
34	DEQ comment letter enclosed			
	<b>Community or Central Subsurface Sewage Disposal System</b>			
35	State type of system			
36	Provide letter of approval of the engineered design by DEQ			
37	Provide a letter of a contractual agreement with the responsible management entity			
38	Provide a copy of the “as built” Plan certification by DEQ			
	<b>Wells (individual)</b>			
39	Provide a statement and documentation of the availability and sources of water to meet the demands of the parcels in the development			
40	Verify that each lot has a well location that meets the recommended setback standards for wells			
41	Provide a map of groundwater flow direction			
42	Provide a map showing the approved water sample points			
43	Provide nitrate results from water samples; also provide copies of lab reports and chain of custody forms			
44	Furnish a statement that nonfunctioning water wells have been properly abandoned to Idaho Department of Water Resources requirements.			
	<b>Public Water Wells (community and non-community)</b>			
45	Approval of system by SCPHD or provide letter of approval of engineered design by DEQ			
46	Provide a copy of the Water System Operation and Maintenance Manual to SCPHD, DEQ, and The Homeowner’s Association.			
47	Provide a letter from the entity providing water to the development stating that they will service the development			
48	Provide a copy of the “as built” plan certification.			
	<b>Solid Waste</b>			
49	State method proposed to handle solid waste from this development			
	<b>Air Quality</b>			
50	Provide a statement of the existing ambient air quality in the immediate vicinity.			
51	Furnish a statement as to the effect of the development on the existing ambient air quality			
52	State the dust control measures that will be employed during the construction of this subdivision			
	<b>Water quality</b>			
53	If surface water (lakes, streams etc.) are located within the development, provide a statement of the existing water quality			
54	Furnish a statement as to the effect of the development on existing water quality			
	<b>Hazards to Safety and Environment</b>			
55	Submit a statement that hazards such as abandoned underground storage tanks, toxic wastes, etc., have been corrected or are not present.			
	<b>Noise Pollution</b>			
56	Submit an evaluation of the existing and projected noise pollution in the surrounding area.			
	<b>Other Agency Approvals</b>			
57	Provide copies of letters of approval from applicable jurisdictions to include cities, counties, planning and zoning commissions, area of impact, and others.			



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58	Other Items, as needed:			
59	All SCPDH correspondence			
60				
61				
62				
63				
64				
65				
66	<b>Final Plat</b>			
67	Correct Health Certificate with sanitary restriction wording			
68	Place any applicable plat notes on the plat			

Attached to this check-list is the completed application report for the above named subdivision.

Developer Signature: \_\_\_\_\_ Date \_\_\_\_\_

and/or

Engineer Signature \_\_\_\_\_ Date \_\_\_\_\_

Instructions: Attach this completed checklist to the top of the Subdivision application packet and turn it in with the packet for review.





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**Health Certificates** - Idaho Code Section 50-1326 states in part: "**All plats to bear a sanitary restriction...** Any plat of a subdivision filed in accordance with Chapter 13, Title 50, Idaho code... shall be subject to the sanitary restriction." To satisfy this requirement, the State of Idaho's Technical Guidance Committee for Individual and Subsurface Sewage Disposal, in conjunction with the Attorney General's Office, has developed the following language to be placed on the face of the plat.

**For subdivisions with on-site water and sewer.**

After it is shown that each lot in the subdivision is suitable for a well and septic system, the following Health Certificate is to be used to lift sanitary restrictions on the whole subdivision.

**HEALTH CERTIFICATE**

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied. Sanitary restrictions may be reimposed, in accordance with Section 50-1326, Idaho Code, by the issuance of a certificate of disapproval.

\_\_\_\_\_  
REHS, South Central Public Health District

\_\_\_\_\_  
Date

**For subdivisions that have no immediate plans to develop or that may re-subdivide later prior to development.**

This health certificate is to be used at the direction of the REHS of South Central Public Health District.

**HEALTH CERTIFICATE**

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 are in force. No owner shall construct any building, dwelling, or shelter which necessitates the supplying of water or sewage facilities for persons using such premises until sanitary restriction requirements are satisfied.

\_\_\_\_\_  
REHS, South Central Public Health District

\_\_\_\_\_  
Date

**The following plat note is suggested for subdivisions that require designated locations for well and septic systems.**

**PLAT NOTE**

The lots on this plat are subject to restrictions concerning the location of wells and septic systems. These restrictions are on file at South Central Public Health District. Septic system permits shall not be issued unless they conform to these restrictions.

**Authority reference:** Idaho code Title 50 Chapter 13, 50: 1326-29 Title 54 chapter 12 and 20, 54-1202 (B) 39-408 – 409.

**Idaho Code references:**

**Plat maps:** Title 50, Chapter 13, Chapter 1, Title 39, Chapter 36

**Sewage disposal systems:** Title 39 Chapter 1, and 36. Title 1, Chapter 3

**Public sewage disposal systems:** Code 39. title 50 Chapter 13

**Water systems:** Title 37, chapter 21; title 39, Chapter 1; Title 50, Chapter 13, title 1, Chapter 8

**Air quality:** Title 39, chapter 1

**Water quality:** title 39, chapter 1 and 36

**Hazards to safety and environment:** 52-101

**Noise pollution:** 52-101

**Final Plat:** 50-1326, chapter 13 title 50

**Resources from the web:**

Please check our website [www.phd5.idaho.gov](http://www.phd5.idaho.gov) click on Environment, then Land development to find the following documents:

One-Acre Minimum for Individual Subsurface Sewage Disposal Systems - [Policy .795](#)

\*Nutrient Pathogen Studies - [Policy .885](#)

Nutrient Pathogen Algorithm - [Protocol .885A-01](#)

Nitrate Priority Areas - [Protocol .885A-02](#)

Environmental Health - [Fee Schedule](#)

**Others sites:**

Individual and Subsurface Sewage Disposal - [Technical Guidance Manual](#)

Soil maps and surveys - <http://websoilsurvey.nrcs.usda.gov>

Wetlands information, Army Corps of Engineers, Walla Walla District, 900 North Skyline Drive, Suite A, Idaho Falls, Idaho 83402-1718 Phone 208-522-1645 - [www.nww.usace.army.mil](http://www.nww.usace.army.mil)